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County of San Diego

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TO: ORGANIC PRODUCERS, HANDLERS AND PROCESSORS

FROM: ROBERT G. ATKINS

REGISTRATION PROCESS FOR ORGANIC PRODUCERS, HANDLERS AND PROCESSORS

All organic producers, handlers, and processors are required to register with the County Agricultural Commissioner in the County of their principal operation. The office of the San Diego County Agricultural Commissioner registers by appointment only. To make an appointment or ask questions, please call (858) 694-2778 and ask to speak to or leave a message with an inspector. **You must register to avoid assessed penalties.**

Enclosed in this packet are the forms needed to register, which include:

- Organic Producers/Handlers/Processors Application and Registration;
- Instruction sheet for the application;
- Public Information Sheet;
- Information on required records and record keeping;
- Questions and answers pertaining to the Organic Foods Act; and
- A list of registered certification organizations certifying in California.

Producers (growers) must bring the completed application, public information sheet, and the following items to your registration appointment:

1. A **detailed map** of the growing location (map requirements on back of application form);
2. A **list of substances** applied to the crops;
3. A **check for the registration fee** made out to:
Cashier, California Department of Food and Agriculture;
4. **Proof of certification organization** (if you are selling certified organic produce).
5. **Public information** sheet

Handlers and **Processors** must bring the completed application and public information sheet with the items listed below to your registration appointment:

1. A **map of location** and **dimension of the facility**;
2. A **check for the registration fee** made out to:
Cashier, California Department of Food and Agriculture;
3. **Proof of certification organization(s)** (if you are selling certified organic produce).
4. A **list of substances** used for cleaning the facility.
5. **Public information** sheet